

## **COUNCIL ON AGING MINUTES JANUARY 13, 2016**

**Present:** Council on Aging Members Irving Goldberg, Jean Nousse, Virginia McIntyre, Ernest Cornelssen, Marijo Gorney, Council on Aging Director Lynne Waterman, Outreach Coordinator Darlene Perkins.

**Absent:** Norah McCormick, Jack Jordan, Mary Gaffney

Chairman Irving Goldberg opened the meeting at 8:35 a.m.

### **APPROVAL OF MINUTES –December 9, 2015**

**Motion:** Ernie Cornelssen moved to approve the minutes of December 9, 2015, seconded by Jean Nousse. Vote unanimous 5-0

### **Public Comments**

None

## **COMMUNICATIONS AND CORRESPONDENCE**

### **DIRECTOR'S REPORT**

Lynne Waterman, Director, distributed her report for the month of December. She reported she met with several leaders of ongoing activities and thanked the Activity Coordinator for organizing many of the holiday events. She noted the Cape Cod Times posted a video on their website of the Ugly Sweater Contest as well as pictures in the newspaper. She also thanked the Outreach Coordinator for all of her work on the holiday gift delivery as well as the volunteers who assisted her and the organizations that donated to the Holiday Gift Program.

The Director thanked the DPW staff who replaced tires on the van and the CCRTA who completed work on the chairlift on the van. She met with the van drivers at their monthly meeting and developed a plan to call seniors who have not ridden in the van for some time to promote ridership.

The Director also thanked the DPW for addressing the heating issues in the building. She reported the Building Inspector issued the Senior Center's annual inspection certificate. She also thanked the Garden Club for all of their decorating work during the holidays.

The Director reported she completed two evaluations.

The Director reviewed several meetings she attended. She met with the office staff to discuss training on the Access database. She also participated in a phone interview regarding Brewster's Council on Aging needs assessment. She met with town

management to discuss the Council on Aging's 2017 proposed budget and wrote the Council on Aging's Annual Report for 2015.

The Director noted her goals are to prepare for and participate in the COAST annual meeting, complete the clean up of the shared user drive and plan spring programs.

She distributed the new Town of Mashpee Senior Center and Council on Aging brochure.

**Motion: Ginny McIntyre moved to accept the Director's Report, seconded by Jean Nousse. Vote unanimous 5-0**

### **Treasurer Report**

The Director distributed the Treasurer's report and briefly discussed the expense side of the operating budget.

### **Outreach Coordinator Report**

Darlene Perkins, Outreach Coordinator, distributed the Outreach Coordinator Report for December. She thanked all of the volunteers who helped with the Holiday Gift Program which was a great success.

The Outreach Coordinator reviewed her home visits, appointments, transportation needs, referrals, hoarding issues, mailbox sticker program and telephone calls. There were 30 participants in the Brown Bag Program with several volunteers. 14 Mashpee residents turned 90+ and flowers were delivered by volunteers.

The Outreach Coordinator reported she is meeting monthly with volunteers and met with the new friendly visitor volunteer. She reported she attended the Elder Services Board of Directors meeting.

**Motion: Ernie Cornelssen moved to accept the Outreach Coordinator's Report, seconded by Marijo Gorney, vote unanimous 5-0**

### **Volunteer Coordinator Report**

The Director distributed the Volunteer Coordinator Report for the month of December. The Volunteer Coordinator is working on recruiting new volunteers for the front desk, the Friendly Visitor and thrift store

**Motion: Jean Nousse moved to accept the Volunteer Coordinator's Report, seconded by Ginny McIntyre. Vote unanimous 5-0**

### **Activity Coordinator Report**

The Director distributed the Activity Coordinator Report for December and highlighted several programs: Ugly Sweater Day, wreath making class, Holiday Luncheon, and Michael Lavender's Winter Solstice Flute performance. The Director noted the Activity Coordinator is always working on new activities.

**Motion: Ernie Cornelssen moved to accept the Activity Coordinator Report, seconded by Marijo Gorney. Vote unanimous 5-0**

### **Old Business**

The Director thanked Ernie Cornelssen for writing letters to advocate on domestic violence and care giving issues.

### **New Business**

#### **Update – Massachusetts Association of Councils on Aging**

The Director encouraged the members to look at the MCOA's website and particularly their Housing Issues Manual. It is a good reference on all the programs and the supports that are out there.

**Motion: Ernie Cornelssen moved to adjourn, seconded by Jean Nousse. Vote unanimous 5-0**

**Meeting adjourned 9:36 a.m.**

Respectfully Submitted,  
Judy Daigneault  
Recording Secretary